



STATE OF DELAWARE  
**STATE FIRE PREVENTION COMMISSION**  
DELAWARE FIRE SERVICE CENTER

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1463 CHESTNUT GROVE ROAD  
DOVER, DELAWARE 19904

## **STATE FIRE PREVENTION COMMISSION**

Monthly Meeting

August 15, 2017

### **MEMBERS PRESENT**

David J. Roberts, Chairman  
Alan Robinson, Jr., Vice Chairman  
Tom DiCristofaro  
Ron Marvel  
Lynn Truitt - Absent  
Marvin C. Sharp  
Joseph M. Zeroles

### **ALSO PRESENT**

Patricia Davis, Deputy Attorney General - Absent  
Patrick Matthews M.D., BLS Medical Director  
Sherry Lambertson, Executive Specialist  
David J. Truax, Investigator/Compliance Officer  
Grover P. Ingle, State Fire Marshal  
Robert P. Newnam, Director, State Fire School

### **GUESTS**

Ted Walius, DVFA  
Charles Frampton, Brandywine Hundred Fire Co.  
William Kelly, Energy Transfer – Hartly  
W. M. McMichael, DSEMSA  
Warren Jones, DVFA  
Richard Perillo, DVFA  
Chaplain R. Walker, Belvedere Fire Co.  
Jamie Knott, Belvedere Fire Co.  
Marvin Fullar, Belvedere Fire Co.  
Wilbert Saunders, Belvedere Fire Co.  
Shirley Goldsberry, Belvedere Fire Co.

**GUESTS cont.**

Dwayne Pearson, Belvedere Fire Co.  
Lester Calazo, Cranston Heights Fire Co.  
John Potter, President of South Bowers Fire Co.  
Terrance Johnson, CPA

**CALL TO ORDER**

Chairman Roberts called the meeting to order at 9:00 a.m.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF JULY 18, 2017 COMMISSION MEETING MINUTES**

It was moved by Commissioner Dicristofaro, and seconded by Commissioner Zeroles that the minutes of the July 18, 2017 Commission meeting be approved. Motion carried by unanimous vote.

**REPORT OF THE STATE FIRE MARSHAL**

**INFORMATIONAL ITEMS**

Personnel Items

Fire Marshal Ingle was pleased to report that Deputy Fire Marshal I Tyler Sipple and John A. Yedinak, Jr. successfully graduated from the Police Academy in the 84<sup>th</sup> Municipal Class. Deputy Sipple was a recipient of the Delaware Police Chief's Council Award for Leadership among his fellow recruits. Deputy Yedinak began the Police Academy on his first day of employment with the Office of State Fire Marshal. They both did a great job at completing their tasks and Fire Marshal Ingle is pleased to have them on staff. Deputy Yedinak is assigned to the New Castle County Division and Deputy Sipple is assigned to the Kent County Division. Deputy Sipple has been accepted into the National Fire Academy Fire and Arson class from October 9-20, 2017. Deputy Yedniak has been placed on a waiting list for the next available class. Deputy Yedinak and Sipple were sworn in by the Commissions Deputy Attorney General.

The Vacant New Castle County Deputy Fire Marshal I position has been posted.

The Administrative Specialist I position in New Castle County and Fire Protection Specialist II remain dormant due to the hiring freeze.

Personnel Items cont.

Barbara S. Dooley, Administrative Specialist I has obtained 20 years of state service.

It was moved by Commissioner Dicristofaro, seconded by Commissioner Zeroles to send a letter of appreciation for the employee service award. Motion carried by a unanimous vote.

Fire Injuries/Fire Fatality Update

Fire Marshal Ingle reported that Delaware suffered the sixth fire fatality of 2017.

Thursday, August 10, 2017 shortly after midnight, Rehoboth Beach Fire Company was dispatched to a house trailer fire in the 23000 block of Lawrence Lane in Angola Crest II. Upon arrival they were confronted with heavy fire coming from the trailer. A victim was found in the residence and pronounced deceased at the scene. The victim was turned over to the Delaware Division of Forensic Science for an autopsy. The investigation is ongoing. There were no smoke detectors found in the dwelling. Fire Marshal Ingle will keep the Commission apprised of any findings.

FY 2018 Budget

The agency Budget Target meeting has been scheduled for September 19, 2017. Fire Marshal Ingle will be requesting revenue for IT Computer replacements and ongoing license cost for the new program being developed by DTI & Baun.

DTI Update

Fire Marshal Ingle reported that not much has changed from the previous month. They continue to wait on programs that are in the testing stage to become live.

Annual Report

The agency Annual Report will be completed and distributed today.

DVFA Conference

The Office of State Fire Marshal will be participating in this year's DVFA Conference and programs.

#### University of Delaware – Resident Agent Training

On August 22, 2017 John Rudd, Joe Moran and Jim Facciolo are assisting the University of Delaware with Residence Assistance Training.

#### WJBR – Community News Interview

Fire Marshal Ingle was contacted by WJBR Radio to do an interview regarding “Focus on the Delaware Valley”. Fire Marshal Ingle shared how the Office of State Fire Marshal was created and the different phases of the agency. He discussed the K-9 program, smoke alarm and Juvenile programs available. He was also able to discuss the importance of residential sprinklers. The program aired Sunday and will be available by Podcast in one month.

#### Fire Updates

July 31, 2017 at approximately midnight there was a fire alarm at the Atlantic Sands Hotel in Rehoboth Beach. The building was evacuated due to a fire in the basement area. Sprinklers in the building were able to contain the fire. There was some smoke and water damage.

July 27, 2017 in New Castle County there was another fire at the Melson Apartments. Four residents were rescued and transported to the hospital with non-life threatening injuries. This incident remains under investigation.

August 3, 2017, Deputy Brode responded to an automobile fire that turned out to be arson in nature. It was learned through the investigation that the vehicle may have been involved in several burglaries in the Greenwood and Camden area. A suspect was identified during the investigation and a warrant was obtained. On August 6, 2017 the person was arrested and charged with Arson 2<sup>nd</sup> Degree, Criminal Mischief, Conspiracy and Criminal Trespassing. The arrest was a good cooperative effort between the agencies.

August 7, 2017, Blades Fire Company responded to a barn fire where five horses were lost. The fire was involved by the time the fire company arrived on scene. Numerous people were trying to get the horses out of the barn, but five prized horses perished. The fire loss is estimated at approximately \$750,000.

#### Delaware Burn Camp

Chairman Roberts asked Fire Marshal Ingle to pass along the Commission’s appreciation for his staff members that worked this year’s Delaware Burn Camp.

DFIRS Incidents Received

TOTAL STATE PARTICIPATION IN COMPLIANCE
75 %

DELINQUENT DEPARTMENTS

New Castle County	
Cranston Heights	April – June
Townsend	February – June
Five Points	May - June
Holloway Terrance	May - June
Wilmington Manor	June
Kent County	
Bowers	January – June
Cheswold	November – December 2016 & January – June 2017
Camden Wyoming	June
Houston	June
Magnolia	June
South Bowers	January - June
Sussex County	
Ellendale	March – June
Roxana	May - June

OVERDUE REPORTS BY DAYS

30 Days	60 Days	90 Days	90+ Days
6	1	4	4

*Source: DFIRS Incidents received as of 8/04/17.*

**REPORT OF THE STATE FIRE SCHOOL DIRECTOR**

**Director**

- Budget submittal due August 17 – details listed under Financial
- Injury Prevention Van, delivered, lettered and in service.
- New Castle Division – Received a temporary occupancy and is staffed and conducting business.
  - Division Staffing Policy – conducted meeting with staff.

- Annual Report FY 17 – expected to be completed this week.
  - Student Attendance FY17 – 19,476, FY16 – 19,644
  - Industrial Students FY17 – 1,472, FY 16 – 1,887
  - Room Rental fees FY17 8,550, FY16 – 5,738
  - Revenue/Expenses positive \$157,994
  - Pro Board Certificates issues – FY17 – 1409, FY16 – 1462

### **Staff Activities**

- Safe Kids Conference @ Baltimore, MD – July – Training Administrator O'Malley

### **Programs/Courses**

Figures in red are reference to last year's comparison of class attendance.

- Current Month
  - Camp Fury – program for girls ages 13 -17 – 40 registered
  - New Castle Division – Propane Flaring Evolutions – DNREC Response Team
  - In-service training programs – 17 scheduled
  - Brigade I (Basic) and Incipient Brigade, special In-Service programs
  - In-Service Fire Officer I class – 11 students
  - Law Enforcement Fire Orientation – Wilmington Police

### **EMS**

- Current Month
  - CEU programs – 3 classes scheduled (6)
  - EMT Fall classes – 25 NCD, 25 KCD, 17 SCD
  - EMT Pilot Accelerated program – U. of Delaware students – Training Administrator Gajdos.

### **Public Education and Injury Prevention - Activity Report**

- Current Month
  - Fire Safety Programs – 13 scheduled
  - Fire Safety Displays – 6 scheduled
  - Fire Safety Tours – 2 scheduled
  - Injury Prevention Events – 4 scheduled

### **Maintenance – Building and Grounds**

- Completed Bi-annual SCBA testing and servicing
- Installed Betts valve on tanker prop – updated Haz. Mat. Tech training props
- Serviced tractors and pumps
- Annual inspection of kitchen Fire Suppression system completed
- Floors scheduled for waxing Dover Center
- Pit-Separators annual cleaning completed
- Office remodeling projected started – Front Office area

### **Financial**

- Past Due Billings
  - 30 days – 7,163.00
  - 60 days – 14,960.00
- 20678 Tuition Fund – 914,085.00
- Accounts receivable – 41,142.00
- Revenue Comparison
  - Tuition – 2017 – 92,962.00, 2016 – 50,444.00
- Special Funds Summary – The Special Funds Summary report was submitted to the Commissioners for review.
- Expenditure Report – The Expenditure report was submitted to the Commissioners for review.

### **Capital Budget (Bond Bill) FY19**

- Rest Room remodeling at the Dover Center is \$860,000.00
- Rescue Tools – 105,000.00, 13 Fire Companies and DSFS – this is a pass through appropriation.

### **Personnel Issues**

- Director Newnam stated that Ed Baker of the Maintenance department is in the process of possibly being transferred to another state agency due to a documented medical issue that requires him to work light duty. The Fire School does not have light duty to offer in his position.

### **Staff and Office Staff Meeting Minutes**

Staff and office staff meeting minutes were submitted for Commission review.

**Scheduled Activities**

Director Newnam will be out on annual leave from August 30<sup>th</sup> – September 1st

**REPORT OF BLS MEDICAL DIRECTOR**

The manuscript of the CPAP Pilot Program has been published in the Prehospital Disaster Journal for August. It highlights the success of the state program and the providers who participated. Dr. Matthews provided the Commission with a copy of “Observational Study on Safety of Prehospital BLS CPAP in Dyspnea article prior to it being published.

Dr. Matthews stated a generic Epi Pen 2 pack is available through South Eastern Supply for \$385.

**REPORT OF THE INVESTIGATOR/COMPLIANCE OFFICER**

25 Annual Ambulance Unit Inspections

1 New Unit Inspections

6 Complaints Received

5 Arrest Notifications were received.

0 Self Report

2016 – 2 Open Cases

2017 – 12 Open Cases

It was moved by Commissioner Dicristofaro, seconded by Commissioner Zeroles to accept consent agreements as written for Case No’s. 1711 and 1712. Motion carried by a roll call vote.

Commissioner Dicristofaro – Yes

Commissioner Truitt – Absent

Commissioner Sharp – Yes

Commissioner Marvel – Yes

Commissioner Zeroles – Yes

Vice Chairman Robinson – Yes

Chairmen Roberts – Yes

**REGULAR SESSION**

**ACTION ITEMS**



Cranston Heights Fire Co. Audit Hearing

Lester Calazo, President of Cranston Heights Fire Company appeared before the Commission for sworn testimony to justify the audit extension request as a hardship previously submitted at the July meeting. The Commission made the following motion after deliberation and testimony. It was moved by Vice Chairman Robinson, seconded by Commissioner Marvel to assess Cranston Heights Fire Company \$100 per day that they were late. Cranston Heights Fire Company is recognized as 15 days late and assesses a fine of \$1,500.00. Motion carried by a roll call vote.

Commissioner Dicristofaro –	Yes
Commissioner Truitt –	Absent
Commissioner Sharp –	Yes
Commissioner Marvel –	Yes
Commissioner Zeroles –	Yes
Vice Chairman Robinson –	Yes
Chairmen Roberts –	Yes

Belvedere Fire Co. – Delinquent Audit

The President, Chair of the Board of Directors and Ron Derr, CPA gave sworn testimony on behalf of Belvedere Fire Company. The hearing concluded after deliberation with a motion made by Commissioner Dicristofaro, seconded by Commissioner Zeroles to grant Belvedere Fire Company a 60 day extension. Motion carried by a roll call vote.

Commissioner Dicristofaro –	Yes
Commissioner Truitt –	Absent
Commissioner Sharp –	Yes
Commissioner Marvel –	Yes
Commissioner Zeroles –	Yes
Vice Chairman Robinson –	Yes
Chairmen Roberts –	Yes

South Bowers Fire Co. – Delinquent Audit

President John Potter and Terrance Johnson, CPA gave sworn testimony on behalf of South Bowers Fire Company. The hearing concluded after deliberation with a motion by Vice Chairman Robinson, seconded by Commissioner Zeroles to grant South Bowers Fire Company a 30 day extension. Motion carried by a roll call vote.

Commissioner Dicristofaro –	Yes
Commissioner Truitt –	Absent
Commissioner Sharp –	No
Commissioner Marvel –	Yes
Commissioner Zeroles –	Yes
Vice Chairman Robinson –	Yes
Chairmen Roberts –	Yes

**NEW BUSINESS**

Office of Emergency Medical Services

A motion was made by Commissioner Marvel, seconded by Vice Chairman Robinson to submit a letter to the Office of Emergency Medical Services requesting their presence at the September Commission meeting to discuss DMERS updates. Motion carried by a unanimous vote.

Support for Bethany Beach Volunteer Fire Company Correspondence

The Commission received correspondence on August 14, 2017 signed by Jack Gordon, Mayor, Town of Bethany Beach, Gene Langan, Mayor, Town of Fenwick Island, Pat Voveris, Mayor, Town of South Bethany and Roy Zatcoff, President, Sea Colony Rec. Association. The letter is as follows for the record:

The Towns of Bethany Beach, South Bethany and Fenwick Island, and Sea Colony strongly support the Bethany Beach Volunteer Fire Company (BBVFC) and partnered in 2008 to launch an Ambulance Service Agreement committing to giving financial assistance. For nearly a decade, the Sponsors have worked with the Bethany Beach Volunteer Fire Company to protect our communities and the surrounding areas in the BBVFC fire district.

We have done so because it is our obligation to safeguard our owners, guests and neighbors. This relationship has been very successful; it saves many lives and is an asset to our area.

Support for Bethany Beach Volunteer Fire Company Correspondence cont.

The Fire Company deserves financial support from **ALL** its constituents. As Sponsors, we encourage our government officials, the State Fire Prevention Commission and fire companies throughout the state to ensure all public safety entities are properly funded and able to provide lifesaving services to those in need. Fire Company volunteers **risk their lives with every call they answer** to protect property and save lives. Without innovative solutions to financial struggles, the current system is unsustainable.

Once again this year, the Sponsors are subsidizing the payroll resulting from summer staffing at the Fire Company. The Sponsors support this request because of its importance.

Going forward, however, we respectfully request implementation of a legislative process whereby **all residents support the Bethany Beach Volunteer Fire Company on an annual basis.** Currently residents living in areas other than Bethany Beach, South Bethany, Fenwick Island and Sea Colony provide support on a voluntary basis. The percentage of residents participating in this voluntary support program is 85 percent. This leaves an unfair burden on the towns and Sea Colony. We suggest the establishment of county taxing districts as a viable solution.

It should not take the loss of life to end the inertia that exists for this very important matter. Now is the time for the State Fire Prevention Commission, legislators and citizens to support our Volunteer Fire Companies. This is everyone's concern, and needs to be addressed.

End of letter.

**REGULAR BUSINESS**

No report at this time.

**GENERAL INFORMATION**

No report at this time.

**CORRESPONDENCE**

No report at this time.

**MISCELLANEOUS INFORMATION**

No report at this time.

**REPORT OF THE COMMISSIONERS**

Commissioner Ron Marvel

Commissioner Marvel reported that he attended the Monthly Fire Prevention Commission Meeting, Seaford Fire Department Meeting, Kent County Meeting, Sussex Chief's Meeting, Sussex County Association Meeting, Fund Raiser at Memorial Fire Company, New Castle County Meeting, Burn Camp Luncheon, and Viewing for Clayton Yocum.

**DATE OF NEXT MEETING**

September 19, 2017 – 9:00 AM  
Commission Chamber  
Delaware Fire Service Center  
1463 Chestnut Grove Road  
Dover, DE 19904

**ADJOURNMENT**

It was moved by Commissioner Dicristofaro, and seconded by Vice Chairman Robinson that the meeting be adjourned. Motion carried by a unanimous vote. The meeting was adjourned at 11:03 a.m.

Respectfully submitted,

*Sherry R. Lambertson*

Sherry R. Lambertson  
Executive Specialist

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